

DRAFT

TERMS OF REFERENCE FOR REPRESENTATION REVIEW WORKING PARTY 2011

Deliverable

The Council expects that the report of the work of the working party will allow the Council to make fully informed decisions on the future governance structure of the District for the period 2013 – 2018. The work undertaken by the working party will comply with the requirements of the Local Electoral Act.

The Council requires that the report of the working party places the Council in the position of being fully informed of the options and arguments for each alternative, and the implications involved.

Requirements

The working party will:

- a) Evaluate and summarise the requirements of the law relating to governance structures to inform the community and Council about the process, statutory requirements and decisions to be made;
- b) Conduct such research, enquiries or other work as is considered by the working party as needed to complete this brief;
- c) Engage in consultation with the communities of the district to inform and seek their views at various stages of the process;
- d) Develop the reasonable alternatives available to the Council in regard to governance structures for the period 2013 - 2018 (including the role of the Wanaka Community Board) having regard to the legal tests;
- e) Recommend a preferred structure for that period;
- f) Present, justify and defend its conclusions as necessary in front of the community, the Council and any body charged with statutory responsibility for this function.

Process

The process to be followed by the working party includes the following major steps:

- Working party formation and establishment of a work programme
- Development of material for consultation
- Initial community consultation - including consultation with Maori
- Development of initial proposal
- Consideration of initial proposal by Council. Adoption of proposal for formal consultation.
- Formal community consultation regarding the proposal
- Consideration and hearing of submissions
- Develop revised proposal (if necessary)
- Recommendation of final proposal to Council for adoption.